

EXECUTIVE SECRETARIAT

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Remarks:

Action changed
to D/EEO 6/1/82

Executive Secretary

6/1/82
Date

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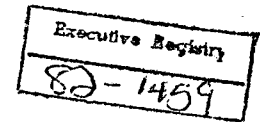
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UNITED STATES DEPARTMENT OF EDUCATION
WASHINGTON, D.C. 20202

MAY 27 1982



The Honorable William J. Casey
Director of Central Intelligence
Central Intelligence Agency
Washington, D.C. 20505

Dear Dr. Casey:

Your assistance is again requested to help implement the requirements of Section 2 of President Reagan's Executive Order No. 12320 on Historically Black Colleges and Universities.

As you know your agency submitted a report in response to Section 2 of the Executive Order which mandates that each agency shall establish an annual plan to increase the ability of historically Black colleges and universities to participate in federally sponsored programs. The report, however, was basically a listing of your agency's programs and projected funding amounts for those programs which would specifically target historically Black colleges and universities. In order for your agency to comply with Section 3 of the Executive Order, which requires that a mid-year progress report be submitted with achievements made in the execution of the plan, please complete the attachments and forward them to my office.

The attachments provide a format for reporting that is consistent with the intent of the Executive Order. The information you provide on these forms will enable me to present an accurate account of your efforts.

I am requesting that these forms be completed and returned by June 15, 1982. Please mail them to:

Dr. Margaret J. Seagears
Acting Deputy Assistant Secretary
for Institutional Support and
International Education Programs
400 Maryland Avenue, S.W.
Room 3137, FOB 6
Washington, D.C. 20202
(202) 245-9758

If you have any questions regarding the attachments or their instructions, please contact Dr. Margaret J. Seagears at the above telephone number.

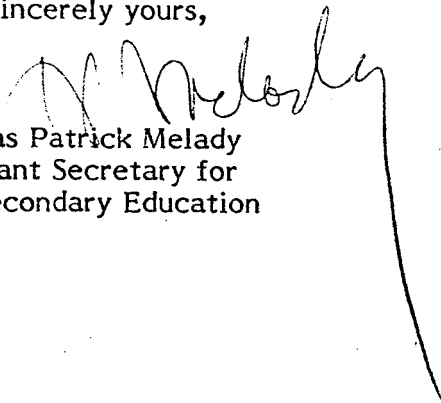
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Thank you for your assistance and attention.

With warm regards, I am,

Very sincerely yours,



Thomas Patrick Melady
Assistant Secretary for
Postsecondary Education

Enclosures

Instructions for Completion of the Mid-Year Report
White House Initiative on Historically Black Colleges and Universities
FY 1982

Section I

Items 1-6 are to be completed on Form A enclosed. They include columns:

1. Total amount of obligations to all HEIs .
2. Total amount of obligations to HBCUs.
3. Percent of total amount of Column #1 received by HBCUs.
4. Number of applications and/or proposals from all HEIs and the number of awards.
5. Number of applications and/or proposals from HBCUs and the number of awards.
6. Narrative description of agency strategies, etc. (Be thorough, we will be looking at what is included as well as what is excluded).

Section II

Instructions for Completing Form B

Form B requests summary program information on obligations to HEIs (Column No. 1), HBCUs obligations, (Column No. 2), and the percent HBCUs obligations are to total HEIs obligations, (Column No. 3). The form also ask for summaries of the number of applications received from HEIs, (Column No. 4) and from HBCUs, (Column No. 5). These data are the cumulative amounts of all pages of Form A.

Section III

Items 7-11 require narrative responses and may be completed on the forms enclosed if there is enough space. If more space is required use separate pages and indicate the number of the questions being answered.

Section IV

Additional Comments or Explanations

Section III - Narrative Responses, 7-11

Item 7 - If not a grant awarding agency, what steps were taken to involve HBCUs in the operational activities of the agency? (Subcontracts, procurement of goods and services, extension service, other services). Use additional pages if necessary.

Item 8 - What were the results of the efforts in Item 7 above? (Exemplary or innovative actions should be singled out). Use additional pages if necessary.

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Item 9 - What administrative resources were made available for implementation of Executive Order No. 12320? (Express in dollar amounts).

Item 10 - What administrative resources were made available by your agency to the White House Initiative office? (Express in dollar amounts).

Item 11 - List the HBCUs which received support from your agency. (Direct, indirect, in kind contributions, software, hardware, etc.).

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Section IV - Comments or Explanations

Comments or explanations pertinent to the report of mid-year activities.